



FUTUREDECISIONS LLC "OUR MISSION IS TO ASSIST YOU IN ACHIEVING YOUR MISSION"

Karen Arnold-Kevin Williams, Managing Partners

With over 50 years of senior leadership experience in, organizational development, change management and human resources we are uniquely positioned to provide innovative and effective long-term solutions to your organizational challenges. Through our extensive experience partnering with nonprofit, public sector, and for profit organizations we have developed a dynamic understanding of the changing workforce.

SERVICES INCLUDE:

◆ SUCCESSION PLANNING ◆ WORKFORCE PLANNING ◆ CAPACITY BUILDING ◆ STRATEGIC PLANNING

FUTUREDECISIONS ENSURES LONG TERM SUCCESS BY PROVIDING ONGOING:

♣ HUMAN RESOURCES EXPERTISE ♣ PROFESSIONAL COACHING & MENTORING SUPPORT



"Choosing Wisely" Work Template

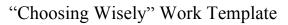


Template Overview

The goal of this template is to help you consider what work is critical to your department or business unit's mission. It is a mechanism to think about where to focus limited resources, as well as how work can be done differently while still achieving your mission, which is especially important given current economic and resource challenges.

Key Questions What is the mission of your department or business unit?			
Consider an activity critical to your mission that you and/or your staff perform and answer the questions below.			
Activity	Can you continue to perform this activity in the same way given current resources? If no, why?	How can this activity be accomplished more effectively?	
(Example) Produce XYZ report and distribute to senior leadership	☐ Yes ☒ No The resource who generates the report is retiring in June	Consider automating report generation Discuss whether the report is needed biweekly or if monthly will suffice	
	☐ Yes ☐ No		







Consider an activity NOT critical to your mission that you and/or your staff perform and answer the questions below.

Activity	What are the impacts of NOT doing this work?	What are some action steps required to stop doing this work?